

Approved For Release 2000/04/14 : CIA-RDP78-03568A000300090026-1

~~CONFIDENTIAL~~  
~~SECURITY INFORMATION~~  
Office Memorandum • UNITED STATES GOVERNMENT

TO : Acting Chief, Organization & Methods Service      DATE: 5 January 1952

FROM : Chief, Classification & Wage Division

SUBJECT: Request for T/O Revision

Reference is made to the Training Office table of organization, dated 9 November 1951.

Based on classification review, it is requested that the following change be made on the T/O:

Office of the Director

	<u>Title</u>	<u>Grade</u>	<u>Position No.</u>
Delete:	Secretary-Steno	GS-318-7	3
Add:	Adm Assistant	GS-301-7 <sup>9</sup>	541

*Rev class. 1/10/52*

*RH*

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JOB NO. 78-03568A BOX NO. 3 FLD NO. 9 DOC. NO. 2 NO CHANGE  
 IN CLASS/ DECLASS/CLASS CHANGED TO: TS S C RET. JUST.  
 NEXT REV DATE 5/14/59 REVIEWER 9914 TYPE DOC. 01  
 NO. PGS 1 CREATION DATE 3101 ORG COMP. 3101 ORG CLASS C  
 REV CLASS A REV COORD.     AUTH: MR 70-3

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